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	Contact: Laura Schneider; schneiderl@michigan.gov	
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	Subject/Title: 13-151 2014 Child Welfare Core Training Schedule and Registration Deadline Changes	
	Distribution: <div style="display: flex; justify-content: space-between;"> <div> <input checked="" type="checkbox"/> DHS Child Welfare Staff <input checked="" type="checkbox"/> Private Agency Child Welfare Staff <input checked="" type="checkbox"/> CSA Central Office Managers/Staff <input checked="" type="checkbox"/> Native American Tribes <input type="checkbox"/> Data Management <input checked="" type="checkbox"/> DHS County Directors <input type="checkbox"/> Adult Services Staff <input type="checkbox"/> Other: </div> <div> <input checked="" type="checkbox"/> BCAL <input checked="" type="checkbox"/> CWTI <input checked="" type="checkbox"/> SACWIS </div> </div>	

Important Child Welfare Training Registration and Location Changes

In partnership with the Office of Human Resources (OHR), a new business practice will become effective in February, 2014 for all child welfare training. **Registration for training will close one week prior to the start of training.** This change will help to ensure timely enrollment confirmations and the dissemination of training related communications to child welfare staff and their supervisors. All training registration must occur on OmniTrack Plus (OTP aka JJOLT) by the caseworker, supervisor, or training facility coordinator, *except for DHS Pre-Service Institute participants, who must go through OHR to be registered.*

Two weeks before the start of training, the enrollment lists will be utilized to determine where the majority of participants are located. Training locations will be secured in areas most convenient for the majority of participants. Training confirmation will be sent the week before training begins.

Pre-Service Institute (PSI)

New CPS, foster care and adoption caseworkers (public and private) must complete PSI within 16 weeks of hire or promotion. This includes a minimum of 270 training hours and passing the competency based evaluation, including two written examinations (requiring 70% or higher). No cases may be assigned to new hires prior to the first day of PSI training.

PSI includes classroom training, online learning and structured field activities, and will require **intensive involvement of the new caseworkers' supervisor and mentor.** Week one of PSI takes place in the field to allow a new caseworker to get oriented to their local office or agency, and will include completion of required field activities. Please visit <http://www.michiganchildwelfaretraining.com/Training/PreServiceInstitute.aspx> for detailed information about training expectations, as well as specific caseload progression information within the Transfer of Learning Guide (TOL).

January 6 - March 7
February 3 - April 4
March 17 - May 16
April 14 - June 13

May 12 - July 11
June 9 - August 8
July 21 - September 19
August 18 - October 17

September 15 - November 14
October 13 - December 12
November 10 - January 16, 2015
December 8 - February 6, 2015

Program Specific Transfer Training (PSTT)

CPS, foster care, adoption and juvenile justice specialists who have completed PSI, are currently working in one of these programs, and are transferring to a different program, must complete PSTT training within six months of assuming their new role. PSTT utilizes classroom instruction, online learning, and field activities. CPS, foster care and adoption PSTT will be offered each month and is dependent upon the PSI schedule (which can change based on holidays and large group training needs). Please check OTP for CPS, foster care and adoption PSTT training schedules. Based on lower enrollment numbers, Juvenile Justice PSTT will be offered quarterly.

2014 Juvenile Justice (JJ) PSTT training dates:

February 10 – February 14
May 19 – May 23

August 11 – August 15
November 17 – November 21

PSI and PSTT Redesign

The Office of Workforce Development and Training (OWDT) has partnered with Michigan State University School of Social Work to redesign PSI and PSTT curriculum. The redesign will ensure that new caseworkers receive skill-based training which will support their work with children and families within the construct of the MiTEAM case practice model and the new MiSACWIS case management system. OWDT and Children's Services Administration engaged a wide range of stakeholders in the development of this new curriculum, including: the Training Council, public and private caseworkers and supervisors, foster and adoptive parents, and foster youth. The revisions are responsive to that stakeholder input and will better accommodate the implementation of the Child Welfare Certificate program (refer to CSA Communication Issuance 13-024). The redesigned curriculum is anticipated to be implemented with the March PSI; a separate communication will detail the changes to PSI resulting from the redesign.

Child Welfare Supervisory Training

New CPS, foster care and adoption supervisors (public and private) must complete Child Welfare Supervisory Training within 90 days of hire or promotion. This includes a minimum of 40 hours of training and passing the written competency based examination (requiring 70% or higher). This requirement applies to permanent, Working Out of Class (WOC) and limited term supervisors. It applies to anyone who is newly supervising at least one caseload-carrying caseworker. Supervisors who have attended the required 40-hour training and are changing programs are invited to attend the three-day program specific portion of the five-day training; there are no time frame requirements for completion of training in a secondary program. Registration for training occurs via OTP.

**2014 Child welfare supervisory training dates:*

January 13-17
February 3-7

March 3-7
April 14-18

May 12-16
June 9-13

New Supervisor Institute (NSI)

All permanent DHS supervisors are required to complete NSI within six months of hire or promotion; WOC and private agency supervisors are not currently able to attend this training. NSI is comprised of classroom, webinar, and self-paced electronic learning presented by OWDT trainers and subject matter experts. The Institute spans six weeks. Further information can be found at http://inside.michigan.gov/dhs/Training/OPD/LLW/Pages/NSI_Description.aspx. New permanent DHS supervisors are automatically enrolled in the next available training session, and will receive an email confirming their enrollment.

**2014 NSI training dates:*

January 8 - February 26
April 2 - May 21

July 9 - April 27
October 1 - November 19

*In 2014, Child Welfare Supervisory Training and NSI will be redesigned to merge elements of essential training modules that all public and private supervisors must complete. This is why only a six month schedule is being provided for Child Welfare Supervisory Training and the NSI schedule is subject to change to accommodate the 90 day time frame for child welfare supervisors. A separate communication will detail the changes to new supervisor training resulting from the redesign.

Parent Resource for Information Development and Education (PRIDE) Train the Trainer

PRIDE is a Child Welfare League of America curriculum that provides a standardized, consistent, structured framework for the competency-based recruitment, preparation, assessment, and selection of foster, adoptive and relative caregivers, as well as in-service training, support, and retention. PRIDE is the pre-service training required by DHS for all foster, adoptive and relative caregivers in Michigan. OWDT offers PRIDE Train the Trainer opportunities for child welfare staff responsible for training foster, adoptive and relative caregivers. Further information can be found at <http://www.cwla.org/programs/trieschman/pride.htm>.

2014 PRIDE training dates (and locations):

January 1-14 (Detroit)
February 11-14 (Lansing)
March 18-21 (Grand Rapids)
April 8-11 (Midland)

May 13-16 (Gaylord)
June 17-20 (Sault Saint Marie)
July 22-25 (Detroit)
August 12-15 (Grand Rapids)

September 16-19 (Escanaba)
October 21-24 (Lansing)
November 18-21 (Flint)
December 16-19 (Detroit)